



The Secretary for Health Services

COMMONWEALTH OF KENTUCKY

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PAUL E. PATTON
GOVERNOR

MARCIA R. MORGAN
SECRETARY

October 8, 2002

Adult Day Health Care
Transmittal #A-17

Dear Adult Day Health Care (ADHC) Providers:

In accordance with Senate Bill 142 which passed during the 2002 Session of the General Assembly and codified in KRS 205.510 to KRS 205.645, the Department for Medicaid Services (DMS) promulgated an emergency administrative regulation, 907 KAR 1:160E, to address the changes in DMS policy. This emergency administrative regulation was effective August 1, 2002.

As outlined in 907 KAR 1:160E, Section 5(2)(i)(1), an ADHC service shall, "Include the following basic services and necessities provided to Medicaid waiver recipients during the posted hours of operation:

- a. Skilled nursing services provided by an RN or LPN which may include ostomy care, urinary catheter care, decubitus care, tube feeding, venipuncture, insulin injections, tracheotomy care, and medical monitoring;
- b. Meal service corresponding with hours of operation with a minimum of one (1) meal per day and therapeutic diets as required;
- c. Snacks;
- d. Supervision by an RN or other qualified staff;
- e. Age and diagnosis appropriate daily activities; and

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- f. Routine services that meet the daily personal and health care need of an HCB recipient and shall include monitoring of vital signs, assistance with activities of daily living, monitoring and supervision of self-administered medications, therapeutic programs, and incidental supplies and equipment need for use by an HCB recipient.

Additionally, ADHC providers must maintain documentation that a Home and Community Based (HCB) Waiver recipient receiving ADHC services was provided a copy of the center's posted hours of operation. This documentation is to be maintained in the recipient's clinical record, as outlined in 907 KAR 1:160E, Section 3(1)(a)(7) which states, "An HCB provider shall maintain: (a) A **clinical** record for each HCB recipient which shall contain the following: 7. Documentation that an HCB recipient receiving ADHC services was provided a copy of the ADHC center's posted hours of operation."

ADHC providers must inform DMS within thirty days of the date of this letter of their posted hours of operation. Should an ADHC provider change their posted hours of operation, then DMS must receive notification within ten calendar days of the effective date of the change. The requested information should be mailed to Patrick Bishop RN, **275** East Main, 6W-B, Frankfort, Kentucky **40621**. Non compliance with this policy may jeopardize participation with the Medicaid program.

Please be advised an ADHC provider may only receive reimbursement for services rendered within their posted hours of operation. Reimbursement for services outside of ADHC providers posted hours of operation may be recouped by DMS.

If you have any questions regarding ADHC or HCB waiver policy, please feel free to contact Gina Oney. Ms. Oney may be reached at (502) **564-5560**.

Sincerely,



Marcia R. Morgan
Secretary

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